



***Rebuild VA Grant Fund
Frequently Asked Questions***

Question	Answer
<p>What is the purpose of the Rebuild Virginia Grant Fund (RVGF)?</p>	<p>The RVGF helps to meet financial obligations and operating expenses that could have been met had the economic disaster not occurred, and to recover with the resources to offset the additional costs of operating a small business in the post-pandemic environment. Approved RVGF applicants shall receive grants up to 3.0 times their average monthly eligible expenses, or recovery reimbursements, up to a maximum of \$10,000.00.</p>
<p>What type of operating expenses are reimbursable under the Rebuild Virginia Grant Fund?</p>	<p>Payroll support including employee salaries, paid sick leave, medical leave, or family leave, and costs associated with the continuation of group health care benefits during those period of leave; mortgage payments; rental payments (including rents under a lease agreement; utilities, defined as electricity, gas, water/sewer, telephone, internet service; principal and interest payments for any organization loans from nationally or state chartered financial institutions that were incurred, prior to, or during the COVID-19 emergency</p>
<p>What COVID-19 recovery reimbursements are covered in the RVGF?</p>	<p><u>Eligible Expenses and Disbursements made on or after March 24, 2020:</u></p> <ol style="list-style-type: none"> 1. Purchase of equipment, infrastructure, technology or other capital assets necessary to permit the applicant to prevent the transmission of COVID-19 and provide a healthy and safe work environment for its employees, including the modification of work stations and furniture, the installation of barriers, shields and Plexiglas 2. Expenses to comply with OSHA and VDH safety standards relating to COVID-19 prevention, including the purchase or improvement of high-efficiency ventilation systems or hand-washing stations 3. Expenses to reconfigure business facilities to comply with physical distancing standards to prevent the transmission of COVID-19, including the installation of drive-through windows 4. Expenses for the utilization or phase-in of touch-free technology or equipment, such as touch-free toilets, sinks, fixtures, dispensers and trash cans; installation of signage to encourage physical distancing and hand-washing 5. Purchase of equipment, infrastructure, technology or other services to prepare for and respond to coronavirus: necessary expenses related to long-term economic recovery and expenses related to the establishment of alternative business sales and delivery methods, including web-based platforms

<p>What type of entities are eligible for RVGF?</p>	<p>A corporation (C-Corp), pass through entity (S-Corp, Partnership, LLC) or other legal entity that is organized separately from the owner; 501c3, 501c7 organization or 501c19 veterans organization, tribal concerns, sole proprietors, and independent contractors</p>
<p>What type of industries are eligible for RVGF?</p>	<p><u>Restaurant and Beverage Services</u> Restaurants, dining establishments, food courts, breweries, cideries, distilleries, wineries, and tasting rooms, farmers markets (and vendors in the farmers markets)</p> <p><u>Brick and Mortar Retail</u> Non-essential brick and mortar retail establishments include everything EXCEPT the following:</p> <ul style="list-style-type: none"> • Grocery stores, pharmacies, and other retailers that sell food and beverage products or pharmacy products, including dollar stores, and department stores with grocery or pharmacy operations; • Medical, laboratory, and vision supply retailers; • Electronic retailers that sell or service cell phones, computers, tablets, and other communications technology; • Automotive parts, accessories, and tire retailers as well as automotive repair facilities; • Home improvement, hardware, building material, and building supply retailers; • Lawn and garden equipment retailers; • Beer, wine, and liquor stores; • Retail functions of gas stations and convenience stores; • Retail located within healthcare facilities; • Banks and other financial institutions with retail functions; • Pet and feed stores; • Printing and office supply stores; and • Laundromats and dry cleaners <p><u>Fitness and Exercise Facilities</u> Gymnasiums, recreation centers, swimming pools, indoor sports facilities, and indoor exercise facilities</p> <p><u>Personal Care and Personal Grooming Services</u> Beauty salons, barbershops, spas, massage practices, tanning salons, tattoo shops, and any other location where personal care or personal grooming services are performed</p> <p><u>Entertainment and Public Amusement</u> Theaters, performing arts centers, concert venues, museums, racetracks, historic horse racing facilities, bowling alleys, skating rinks, arcades, amusement parks, trampoline parks, fairs, arts and craft facilities, aquariums, zoos, escape rooms, indoor shooting ranges, public and private social clubs</p> <p><u>Private Campgrounds and Overnight Summer Camps</u></p>
<p>What are the business/organization entities' criteria for the RVGF?</p>	<ol style="list-style-type: none"> 1. Is the organization headquartered in Commonwealth of Virginia? 2. Does the organization have 25 or less employees? 3. Has less than \$1.5 million in annual gross revenues for the most recent fiscal year? 4. Was organization was operating in Virginia before March 12, 2020? 5. Is organization in current good standing with Virginia State Corporation Commission? 6. Is the business delinquent on Virginia state taxes? 7. If delinquent on Virginia state taxes, does the business have a payment plan in-place? 8. Is the Applicant engaged in legal activity?

Are businesses/organizations that received Paycheck Protection Program (PPP) Funding and/or Economic Disaster Injury Loan/Advance (EIDL) eligible for RVGF?	Recipients of Paycheck Protection Program (PPP) Funding and/or Economic Injury Disaster Loan/Advance (EIDL) are not eligible for RVGF.
Are businesses/organizations that received COVID-19 stimulus grants or loans from any State, Regional or City agency or authority eligible for RVGF?	Recipients of COVID-19 stimulus grants or loans from any State, Regional or Local agency or authority are not eligible for RVGF.
Are businesses/organizations that received COVID-19 stimulus grants or loans from a private or public, like non-profits, eligible for RGF?	Recipients of COVID-19 stimulus grants or loans from a private or public, like non-profits, are eligible for RVGF.
What are the business owners or applicants' eligibility criteria?	<p>1. The business owner/applicant may not be a lobbyist.</p> <p>2. The organizational applicant, owner or principal of the organization, having 20 percent or greater ownership interest, may not be more than sixty (60) days delinquent on child support obligations.</p> <p>3. The business owner/ applicant may not be a household employer, i.e. housekeepers, maids, babysitters gardeners or others that may work at a private residence as an employee</p>
How do you apply for the RVGF?	Applications are available at : http://governor.virginia.gov/rebuildva
What type of documentation is required for applying for RVGF?	See Documentation Below:
Verification-What?	Verification Documentation-How?
Owner Identification	Owner's VALID Photo Identification: <input type="checkbox"/> Virginia Driver's License <input type="checkbox"/> VA Real ID <input type="checkbox"/> Resident Alien Card <input type="checkbox"/> Passport
Required to Distribute Grant Funds	<input type="checkbox"/> Commonwealth of Virginia's Substitute W-9 Form-Request for Taxpayer Identification Number and Certification W9 COVSubstitute
Entity, place of business and good standing identification	<input type="checkbox"/> Commonwealth of Virginia State Corporation Commission Certificate of Good Standing OR <input type="checkbox"/> Copy of a current business entity or organization search (https://cis.scc.virginia.gov/)
Business or organization type identification	<input type="checkbox"/> <u>Corporation</u> : Articles of Incorporation <input type="checkbox"/> <u>Limited Liability Company</u> : Articles of Organization <input type="checkbox"/> <u>Limited Partnership</u> : Certificate of Limited Partnership <input type="checkbox"/> <u>Partnership</u> : Declaration of Partnership or Partnership Agreement <input type="checkbox"/> <u>Sole Proprietor</u> : Copy of Business License and Certificate of Fictitious Name <input type="checkbox"/> <u>Non-Profit</u> : IRS Letter of Determination (e.g., 501c3, 501c7, 501c19) <input type="checkbox"/> <u>Independent Contractor</u> : Articles of Organization or Articles of Incorporation (based on business structure) or 1099s
Revenue identification	<input type="checkbox"/> Complete filed copy of 2019 Federal Income Tax Return (provide all schedules) OR <input type="checkbox"/> If 2019 Federal Income Tax Return has not been filed, a year-end internally prepared Income (Profit and Loss) Statement and Balance Sheet for the subject tax year and an interim 2020 YTD Income Statement and Balance Sheet
Employee and payroll expense identification	<input type="checkbox"/> Virginia Employment Commission Quarterly Report: FC21/20 http://www.vec.virginia.gov/employers/VEC-FC-2120 March 31, 2020 OR <input type="checkbox"/> Payroll Processing Records OR <input type="checkbox"/> Form 1099 MISC
Eligible expenditure identification	<p>PLEASE INSURE BILLING DOCUMENTATION REQUIRED IS LESS THAN 90 DAYS OLD</p> <input type="checkbox"/> Most recent mortgage statement – Statement Date _____ <input type="checkbox"/> Other Principal and Interest Payments-Statement Date(s) _____ <input type="checkbox"/> Facility rental or lease agreement

	<p>Most recent utility bills/date of bills:</p> <p><input type="checkbox"/> Electricity/_____</p> <p><input type="checkbox"/> Gas/_____</p> <p><input type="checkbox"/> Water/Sewer/ _____</p> <p><input type="checkbox"/> Telephone, Internet/_____</p> <p><input type="checkbox"/> COVID-19 expenses/_____ Eligible Expenses and Disbursements made on or after March 24, 2020.</p>
Can an application be saved and return to later?	The application needs to be completed in one sitting, The portal does not allow a “save and close”. Please review the submission carefully before submitting.
How does an applicant know their application has been successfully submitted?	Every applicant receives a confirmation screen that the application has been submitted.
When will the portal close for submission or when will VSBFA stop accepting applications?	The portal will close upon the successful deployments of the funds.
How will applicant be notified of grant application approval?	VSBFA will primarily utilize email to communicate with all applicants. Be sure to check email regularly, including spam folders.
How will applicant be notified of grant application declination?	Unsuccessful applicants will be notified by email, once funds have been deployed
How will a successful grant applicant receive the grant funds?	A check will be mailed to the applicant from the Virginia Department of Treasury. The disbursement may take up to fourteen (14) days after grants funds application has been approved.